

Thank you for applying for a property with En Vogue Property Management.

In order to ensure a smooth application process please read through the following information.

- Please complete the application form thoroughly so it can be processed as quickly as possible. Incomplete applications will not be processed.
- If there is more than one applicant over the age of 18 applying for the property, a separate application must be submitted for each applicant.
- Please provide the following documentation:
 - ✓ 100 points of ID, including a copy of your photographic identification, such as a drivers licence or passport,
 - ✓ medicare card, and bank card or similar.
 - ✓ 3 x latest pay slips
 - ✓ Current rental ledger.
- Once your application has been processed you will be advised of the outcome. Allow approximately 24 hours for your application to be processed.
- Email your application to admin@envogue.com.au

If your application is successful:

- ✓ You will be requested to sign the tenancy agreement and pay a bond equal to 4 weeks rent immediately, by direct deposit to the En Vogue Property Management Trust account.

The property will remain on the market until the bond is paid and the Tenancy Agreement is signed.

Keys will be available for collection on the tenancy start date.

Property Address:		Date internal inspection occurred:	
Commencement date:		Lease term:	
Adults:	Children:	Pets:	Vehicles:
Other occupants:			
Name:		Age:	Phone:
Name:		Age:	Phone:
Name:		Age:	Phone:
I agree that if I am offered the property that I will pay \$ per week rent.			

Applicants Personal Details			
Full Name:		DOB:	
Current Address:			
Phone Mobile:	Work:	Home:	
Email:		Citizenship:	
Drivers Lic Number:	State:	Expiry:	
Vehicle Registration:		State:	
No. and type Pets:		Breed and Age:	
Student Details:		University:	

Additional Questions			
Applications pending on any other properties?	Yes/No	Deductions ever taken from bond?	Yes/No
Has your tenancy ever been terminated?	Yes/No	Anything affecting future rental payments?	Yes/No
Have you ever been refused a rental property?	Yes/No	Considering buying a property soon?	Yes/No
Are you in debt to another landlord?	Yes/No	Do you currently own a property?	Yes/No

Employment Details (Current)	
Company Name:	Company address:
Managers Name & Phone:	Managers email:
Industry:	Occupation:
Length of employment:	Commencement Date:
Employment status: Fulltime / Part time / Casual / Contractor	
Annual Salary:	Gross Weekly:

Employment Details (Previous)	
Company Name:	Company address:
Managers Name & Phone:	Managers email:
Industry:	Occupation:
Length of employment:	Commencement Date:
Employment status: Fulltime / Part time / Casual / Contractor	
Annual Salary:	Gross Weekly:




Next of Kin (Not living with you) Name:	Relationship:
Address:	Mobile:
Emergency contact (other than next of kin) Name:	Relationship:
Address:	Mobile:

Rental History (Address of last 5 years of living arrangements, minimum last 2 rented properties)		
Property 1 (where you live currently, please provide rental ledger)		
Why you vacated property:		
Address:	No. Occupants:	
Living situation: Own/ Rent/ Living with family/ Boarding		
Weekly rent paid:	Length of stay	Rented From:
Property Manager/landlord name :		Phone:
Address of agent/landlord:	Email:	
Reason for leaving:		
Property 2 Previous Address:		No. Occupants:
Living situation: Own/ Rent/ Living with family/ Boarding		
Weekly rent paid:	Length of stay:	Rented From:
Property Manager/landlord name :		Phone:
Address of agent/landlord:	Email:	
Reason for leaving:		

References		
Name:	Mobile:	Relationship:
Name:	Mobile:	Relationship:
Name:	Mobile:	Relationship:

Utility Connections

GET CONNECTED IN 4 EASY STEPS

- Step 1** 
Tick the box
- Step 2** 
We'll call you
- Step 3** 
It's a smart choice
- Step 4** 
Get connected

ALWAYS ON GUARANTEE

We guarantee you get peace of mind with our Always On Guarantee*. Simply connect with one of our leading electricity and gas suppliers and we guarantee your connections will be ready on the day you move in.



DIRECT CONNECT

Direct Connect is a FREE service that can connect you to the following utilities and services in your new home

MAKES MOVING EASY

 YES

- » I/we consent to En Vogue Property Management providing my personal information details to Direct Connect which will include my name, address, email and phone number
- » To be contacted in relation to my/our utilities and service connections. Which may include obtaining metering information for the premises I/we am moving to

Signature

Date

SERVICES WE CONNECT



Electricity



Gas



Insurance



Phone + Internet



Pay TV



Removalists



Cleaning



Truck Hire

Read Privacy Act 1988 Collection Notice and Acknowledgements

PRIVACY ACT 1988 COLLECTION NOTICE

The personal information the prospective tenant provides in the application or that which is collected from other sources is necessary for the Agent to verify the Applicant's identity, to process and evaluate the application and to manage the tenancy. The personal information collected about the Applicant in this application may be disclosed during the course of the tenancy for the purpose for which it was collected, to other parties, including the landlord, referees, financial institutions, tradespeople, other agents, third party operators of tenancy reference databases and other third parties as required by law. Information already held on tenancy reference databases may also be disclosed to the Agent and/or landlord. If the Applicant enters into a Residential Tenancy Agreement and if the Applicant fails to comply with their obligations under that Agreement that fact and other relevant personal information collected about the Applicant during the course of the tenancy may also be disclosed to other parties, including those referred to above. The Agent will only disclose information in this way to other parties to achieve the purposes specified above or as otherwise allowed under the Privacy Act 1988. If the Applicant would like to access his/her personal information held by the Agent, they can do so by contacting the Agent at the address and contact numbers contained in this application. The applicant can also correct this information if it is inaccurate, incomplete or out of date. If the information is not provided, the Agent may not be able to process the application and manage the tenancy.

Tenancy Declaration

I give Permission for En Vogue Property Management to conduct application checks at their discretion for the sole purpose of establishing my suitability to enter into a tenancy agreement for this property.

I declare that I am not bankrupt or an undischarged bankrupt and affirm that the above information is true and correct. I acknowledge that I will make no claim or demand nor commence litigation against the lessor or their agent should the premises be found to be unavailable or rented to another applicant. I understand that my application maybe declined without a reason being provided.

I acknowledge, that the property will be supplied in its current condition as per inspection, with no further changes unless advised by the agent in writing. If the property has lawns/gardens I acknowledge it is my responsibility to maintain them including watering. I understand that if I wish to keep a pet at the property I must seek the owners approval in writing prior as per the Tenancy Agreement.

I understand the availability of telephone lines: internet services: analogue, digital or cable television (and the adequacy of such services); are the sole responsibility of the tenant(s) and tenants should make their own enquiries as to the availability and adequacy of such services before accepting the tenancy of the property. The landlord does not warrant that any telephone plugs, antenna sockets or other such service points located in the property are serviceable, or will otherwise meet the requirements of the tenant, and tenants must rely on their own enquiries.

I have inspected the property and the information contained in this application is true and correct. Everything I have submitted, including attachments is true and correct and up to date. I have not omitted any detail that might be relevant in assessing this application. The application is subject to the property owners approval and the property availability.

Where I have provided information about another person that person consents to the information being submitted.

I have been given the opportunity to view the Tenancy agreement and get advice or ask a question about any issue or aspect that I do not understand.

The rental to be paid is within my means. I undertake to pay rent and bond in advance prior to the commencement of my tenancy and during the life of the tenancy. All monies must be receipted prior to the commencement of the tenancy. (Cash and cheques are not accepted). If my application is successful I will pay the full bond and by Direct Deposit. The property will remain on the market until the bond is paid and Tenancy Agreement is signed.

I agree that if I enter into a Tenancy Agreement photos will be taken of the property for Routine Inspections and Advertising purposes.

If you default under a Tenancy agreement the agent/owner may terminate the lease and may disclose details of any such default to any person who the agent/owner reasonably believes has an interest in receiving such information.

Before signing I have read and considered the Renting Book explaining the Residential Tenancy Act 1997 which is available from The Office of Regulatory Services or from their website.

I have read, acknowledge and agree with the Collection Notice and Tenant declaration.

Signature of Applicant: _____ Date: _____